

# Finding work at Dr. Anthony Maclsaac

## Company Background

Dr. Anthony Maclsaac is a licensed dental specialty clinic providing exclusive orthodontic services. The company opened in October 2005 and employs two full-time and 13 part-time employees.

Dr. Anthony Maclsaac is the only practice in the Lakeland community that provides specialist orthodontic care. The company is registered as an orthodontic practice with the Alberta Dental Association and the Royal College of Dentists of Canada.

## Types and Nature of Work

The various occupations at include:

### Receptionist:

- works in Cold Lake and St. Paul
- answers phones
- makes appointments
- general office duties

### Dental Assistant:

- works in Cold Lake and St. Paul
- assists the orthodontist

### Lab Technicians:

- pouring orthodontic models
- studying and working on orthodontic models
- trimming orthodontic models to proper specifications
- fabricating retainers
- scanning impressions



## Ideal Candidate Qualifications

Ideal qualifications for new employees include:

### Receptionist:

- highly motivated
- good interpersonal skills
- qualified level 2 dental assistant with orthodontic module

### Dental Assistant:

- level 2 dentist assistant diploma with orthodontic module

### Lab Technicians:

- certified lab technicians.

## Training Opportunities

On-the-job training is provided to receptionists.

[www.findingworknortheastalberta.ca](http://www.findingworknortheastalberta.ca)



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## Hours, Pay, and Benefits

The Cold Lake office hours are as follows:  
Monday, Tuesday and Wednesday 7:30 a.m. to  
11:30 p.m. and noon to 3 p.m.

Thursday noon until 4 p.m. and 4:30 p.m. to  
7:30 p.m.

Fridays 7:30 a.m. to noon.

The St. Paul office is open on Mondays and  
Tuesdays. Call 780-639-4000 for more  
information on hours.

The company offers competitive wages and  
attractive compensation and benefits packages.

## How to Apply

Resumés can be dropped off in person.

## Contact Information

**Dr. Anthony MacIsaac**

1815-1st Avenue

Cold Lake, AB

T9M 1N2

T: 780-639-4000

F: 780-639-4013

St. Paul: 780-645-6630

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